

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**February 8, 2016**

The Jasper County Board of Commissioners met this date at 8:15 A.M. in the Commissioners' Room, Suite 202, of the Jasper County Courthouse located at 115 West Washington Street, Rensselaer, Indiana, with the following members present: Kendell Culp and Richard E. Maxwell. Let the record show that James A. Walstra was absent. Also present was the Auditor of Jasper County, Kimberly K. Grow; Deputy Auditor, Donna J. Horner; Highway Engineer/Supervisor, Jack R. Haberlin and the Attorney who represents the Commissioners, Eric Beaver. The meeting was called to order and those present stood and recited the Pledge of Allegiance led by Max Prouty, a United States Veteran.

CLAIMS: Mr. Culp had a question in regards to the Coroner claims paid to the Tippecanoe County Treasurer. Ms. Grow will pull the claims for further review. Mr. Culp had a question for Kevin Kelly in regards to the \$15,000.00 claim paid for administrative services to the Jasper County Economic Development Organization. Mr. Kelly explained that the \$15,000.00 goes towards salary, benefits, and a small amount goes towards administration overhead. Mr. Culp stated that there were several claims for Terry Truck in the same amount of \$21,466.00 each. Is this for some type of snow equipment? Mr. Maxwell stated that it is for new beds for the trucks. The claim to Macallister Machinery in the amount of \$75,330.00 is for the grinder. Mr. Maxwell made the motion to approve the claims as submitted. Mr. Culp seconded and the motion carried.

PAYROLL CLAIM & ALLOWANCE DOCKET: Mr. Maxwell made the motion to approve the Payroll Claim & Allowance Dockets for the check dates equal to January 15, 2016 and January 29, 2016. Mr. Culp seconded and the motion carried.

MINUTES: Mr. Maxwell made the motion to approve the Minutes of the Regular Meeting held on December 21, 2015 and the Minutes of the Regular Meeting held on January 4, 2016. Mr. Culp seconded and the motion carried.

BURIED CABLE: Mr. Maxwell made the motion to approve the following buried cable permit submitted by CenturyLink. Mr. Culp seconded and the motion carried.

CENTURYLINK:

ACT #21655400      For the purpose of placing a new buried service wire in  
Wheatfield. There is no tile in the area. (Permit #713)

ANIMAL CONTROL / TRAINING REQUESTS: Pauline Boring, Animal Control Board Member, was present to request permission for Mark Sinclair, Animal Control Officer, to attend the following training sessions: The National Animal Cruelty Investigations School / Advanced Investigator training session will be held May 23-27 in Indianapolis. The estimated cost of \$1,347.15 includes tuition, lodging, meals and mileage. The National Animal Cruelty Investigations School / Professional Animal Control & Enforcement will be held June 6-9 in Indianapolis. The estimated cost of \$1,079.72 includes tuition, lodging, meals and mileage. The HSUS Humane Euthanasia Training / Euthanasia by Injection Certification Course will be held March 29 and 30 in Sandusky, OH. The estimated cost of \$529.68 includes tuition, lodging, meals and mileage. Our training budget does not accommodate the funds that are necessary; therefore, if approved, a request will be made to transfer money from the Donation Fund to supplement the training budget. Mr. Maxwell made the motion to approve all three (3) training sessions. Mr. Culp seconded and the motion carried.

ANIMAL CONTROL / COPIER: Ms. Boring stated that the current copier/printer/scanner needs to be replaced and there are not enough funds within the budget. Bill Batley, IT, has suggested that the shelter be included on the county's current contract. Mr. Batley will get a quote for the lease of a small color copier. Ms. Boring stated that it was her understanding that the Animal Shelter was not included on the county maintenance (IT) program. I would like to request on behalf of the board that the Animal Shelter be included. Mr. Culp and Mr. Maxwell replied that Mr. Batley will assume the maintenance responsibilities. Mr. Batley stated that he currently pays for the phone and DSL at the shelter. This will now put them on the 3-year rotation of receiving new desktops, etc.

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**February 8, 2016**

ANIMAL CONTROL / SECOND EMAIL: Ms. Boring would also like to request a second email address for the shelter. Mr. Batley explained that we are currently maxed out on our exchange email licenses. The licenses are approximately \$150.00 annually. Ms. Boring explained that the problem that we have right now is that if we are going to use the county email, there is no privacy for the Director. We have a lot of email traffic regarding rescues, adoptions, questions, etc. Mr. Batley has suggested that the shelter set up additional accounts on Yahoo or Gmail. The director could use the county email and forward the information on to the other employees.

BICENTENNIAL UPDATE: Karen Wilson and Sheila Schroeder were present to give an update on the upcoming Bicentennial events. The torch relay will take place in Jasper County on October 11 with an anticipated time of 11:00 a.m. – 12:30 p.m. CST. Ms. Wilson and Ms. Schroeder have visited all of the schools within the county as well as all of the Town Councils. On behalf of the Rensselaer Urban Forestry Council, Ms. Wilson presented a request to plant up to four (4) trees on the courthouse grounds. Ms. Wilson stated that she would like the Commissioners' blessing in requesting a budget from the Council to help promote the Bicentennial. We have roughly 34 nominations for torch bearers. We have to choose a minimum of 20. Twenty of the torch bearers will all receive jackets, t-shirts and caps that are provided by the State. Ms. Wilson would like to use a portion of the budget to supply these items if more than 20 are chosen. There is also a Bicentennial book and medal that would be nice to have on display in the courthouse. Mr. Culp suggested that Ms. Wilson request up to \$1,000.00 from the Council. Ms. Wilson stated that there are also bison replicas for purchase for approximately \$700.00. The Commissioners requested further information. Mr. Culp stated that he feels that this may be a better option than purchasing t-shirts. Sheila Schroeder stated that she does not know if the Tourism Commission would consider the Bicentennial a tourism-related event; however, funds could possibly be requested through this program.

LEPC UPDATE: Ms. Wilson reported that a tabletop exercise will take place from 5:00 p.m. to 9:00 p.m. on April 7 following the regularly scheduled meeting. The exercise will take place at the Rensselaer Fire Department.

JASPER COUNTY AIRPORT / 2015 REVIEW: Brad Cozza reported that the biggest seller is aviation gasoline. Between 2014 and 2015, we saw a 45% increase within these sales. We did see a drop off in jet fuel sales again this year in terms of gallons and in terms of dollars. This decrease is attributed to the decrease in the price of fuel and the decrease in the income from jet fuel. We saw a steep drop in the number of ag spraying operations again this year. We are very encouraged by the fact that the overall income for the year was up 11%. Mr. Cozza stated that they are very excited to report that for the first time in the airport's 80 year history, we have a website. There is a link on the airport's welcome page to the county's website. Upon request, approval was given to have a link to the airport's website on the county's website. Three projects were highlighted for the 2017-2021 Capital Improvement Program. The Fuel Farm Modernization is on track for a spring timeframe as well as some navigational aid improvements to help with operational safety during low visibility and nighttime operations. Mr. Cozza stated that in March, the airport board is going to "pilot" an effort to see about returning our airfield lighting to what we would call full-pilot control lighting. Pilots can control the lights at the airport via clicking their aircraft radio. Presently, after fifteen minutes of inactivity at night, the lights go to their lowest setting. By taking the lights off after fifteen minutes of inactivity, we estimate that it could save us over \$1,000.00 per year in terms of maintenance and electricity.

FROST LAW / CLARIFICATION: Jim Shanley, concerned citizen, was present to get some clarification in regards to the recent frost law. Mr. Shanley expressed concern with his snow removal business. Our payload is not going to be under the weight limit. I need direction from you as far as what I need to do. If it snows, I have to be able to get the payload from the shop to town. The only thing that would fall over the 16,000 lbs is the trailer and the payload. Mr. Maxwell stated that the ground will be frozen 95% of the time when you are using the payload. We have to enforce the frost law. We had over 30 miles of road tore up last year costing over \$1 million. Jill Duttlinger, concerned citizen, stated that they haul grain to Hammond, Indiana. The loads are scheduled in advance. Mr. Culp stated that we cannot exempt anybody from hauling with the exception of what is covered within the ordinance. Ms. Duttlinger asked if Georgia Pacific was exempt? Mr. Culp replied that they were not. Mr. Culp stated that if someone wants to bond the road and have an agreement that they would be responsible for tearing it up, I feel that we would sign that.

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**February 8, 2016**

FROST LAW / CLARIFICATION CON'T: We do not want to hurt the economic process of the county; however, transportation is a big part of the economic progress of the county. Ms. Duttlinger asked why drainage was exempt? Attorney Beaver replied that most of the exemptions are based on state law. Mr. Culp pointed out that some of the roads that we spend the most money on in this county to repair and maintain are gravel roads. Mr. Maxwell stated that with one-lay roads costing \$80,000.00 per mile to replace...that's why we're doing this.

SUBRECIPIENT AGREEMENT / EMA PERFORMANCE GRANT: Karen Wilson, EMA Director, submitted the 2015 Emergency Management Performance Grant Program – Competitive Grants Subrecipient Agreement for approval. The award of \$4,999.00 will be used towards the purchase of a sandbagging machine. Mr. Maxwell made the motion to approve the subrecipient agreement. Mr. Culp seconded and the motion carried.

LITTLE COUSIN JASPER FESTIVAL / REQUESTS: A letter to the Gaming Commission advising that the Commissioners did approve the use of the Courthouse grounds for the Little Cousin Jasper Festival to be held on September 9, 10 and 11, 2016 as well as all charity gaming events was submitted for approval. Permission was also requested to use the old Rusk building parking lot for rides. Mr. Maxwell made the motion to approve the letter as well as the use of the parking lot. Mr. Culp seconded and the motion carried.

RENSSELAER REPUBLICAN / NEWSPAPER RACK: Steph Carcamo, Circulating Marketing Manager / Kankakee Valley Publishing, has requested permission to move the location of the current newspaper rack to the west side of the courthouse square. There is not enough traffic at the current location. The suggestion was made to consider the east side of the courthouse rather than the west side. Mr. Maxwell made the motion to approve the request with the suggested location. Mr. Culp seconded and the motion carried.

APPOINTMENTS / COMMUNITY CORRECTIONS: William Wakeland, Director / Community Corrections, has submitted letters requesting the replacement of two (2) board members. The Community Corrections By-Laws state “Those positions appointed to the Board may be declared vacant by the Board when the individual fails to attend three (3) consecutive meetings of the Board.” John Bryant, who is on the Advisory Board as a victim, has not attended a meeting in the past three years (12 meetings). Mr. Wakeland has recommended Mark Heinig to fill the remainder of Mr. Bryant's term which will end in 2018. Steve Mathis, who is on the Advisory Board as an ex-offender, has not attended a meeting in the past eighteen months (6 meetings). Mr. Wakeland has recommended William Dunn to fill the remainder of Mr. Mathis' term which will end in 2017. Mr. Maxwell made the motion to appoint Mark Heinig and William Dunn to the Community Corrections Advisory Board. Mr. Culp seconded and the motion carried.

VETERANS OFFICE / VACATION: Patrick Donnelly, Veteran Service Officer, will be out of the office February 23 – March 1. The part-time employee will be able to keep the office open during this time with the exception of February 24<sup>th</sup> and 29<sup>th</sup>. Guidance was requested in regards to whether or not a temporary part-time employee should be brought in for half of a day on those two days? Mr. Maxwell made the motion to allow the office to be closed on those two days. Mr. Culp seconded and the motion carried.

PROPOSED WINDMILLS: Steve Molenaar, concerned citizen, requested information in regards to proposed windmills that are coming to Barkley Township. Do we have laws, ordinances, zoning restrictions? Mr. Maxwell replied that the zoning requirements would be available in the Planning & Development office. Mr. Molenaar asked if the county was willing to say whether or not they are pro windmill or not? Mr. Culp replied that it would basically be the decision of the landowners.

COMMUNITY CORRECTIONS / TRAINING: William Wakeland, Director / Community Corrections, has stated per letter that Sherri Rotkovich is scheduled to attend training on the Indiana Risk Assessment System February 17<sup>th</sup> and 18<sup>th</sup> in Indianapolis. The training is provided for free by the Indiana Judicial Center. The cost of the hotel for two nights and meals will be paid out of Project Income. Mr. Maxwell made the motion to approve the training request. Mr. Culp seconded and the motion carried.

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**February 8, 2016**

CLERK / DISTRICT MEETING: Vickie Bozell, Clerk, has requested approval for herself and one deputy to attend the Spring District Clerk Association meeting in Plymouth on March 2<sup>nd</sup> and 3<sup>rd</sup>. The costs incurred will be registration fees, lodging and meals. The county vehicle will be used. Mr. Culp stated that he didn't think lodging should be included due to the location of the meeting. Mr. Maxwell made the motion to approve the payment of registration fees, meals, and the use of the county car. Mr. Culp seconded and the motion carried.

EXTENSION / SOYBEAN CONFERENCE: Bryan Overstreet, Extension Educator, will be attending the 2016 Iowa Soybean Association Research Conference from February 15<sup>th</sup> - 18<sup>th</sup> in Des Moines, Iowa. The only cost will be for mileage to Reynolds, IN. Mr. Maxwell made the motion to approve. Mr. Culp seconded and the motion carried.

VETERAN SERVICE OFFICER / MEETING: Patrick Donnelly, VSO, has requested permission to attend a meeting of VSOs from surrounding counties on February 11. The meeting will take place at noon at the Lake County Government Center. The county vehicle will be used. Mr. Maxwell made the motion to approve. Mr. Culp seconded and the motion carried.

PURDUE ROAD SCHOOL: Jack Haberlin, Highway Engineer, requested permission to attend the 2016 Purdue Road School in March. Permission was also requested to be excused from the March Drainage Board meeting to attend required ERC classes. Mr. Maxwell made the motion to approve the request. Mr. Culp seconded and the motion carried.

SURVEYOR / REQUIRED MEETINGS: Vince Urbano, Surveyor, has requested approval to attend the conferences and meetings that are required each year. Mr. Urbano will also be attending the 2016 Purdue Road School; however, he will not need lodging. The only cost will be for parking and the luncheon. Mr. Maxwell made the motion to approve. Mr. Culp seconded and the motion carried.

TREASURER / SRI TAX SALE: Carla Anderson, Treasurer, has requested permission for a second employee to attend the SRI tax sale seminar that will be held on March 18. There will be no cost to attend. Mr. Maxwell made the motion to approve the request. Mr. Culp seconded and the motion carried.

PLANNING & DEVELOPMENT / CONFERENCE: Mary Scheurich, Director / Planning & Development, has requested permission to attend the WTH Indiana User Training conference on Friday, March 11 at 7:30 a.m. CST. The cost of the conference is \$95.00.

Permission was also requested to attend Operation Stay Afloat on March 15 at the Indiana Government Center in Indianapolis. The county car will be used. Mr. Maxwell made the motion to approve both requests. Mr. Culp seconded and the motion carried.

CIRCUIT COURT / PROBATION OFFICER TRAINING: Judge Potter has informed the Commissioners per letter that all Probation Officers will be attending annual Probation Officer training in Indianapolis on May 4<sup>th</sup> and May 5<sup>th</sup>.

CORONER / UPDATE: Andy Boersma, Coroner, reported that they ended the year with 73 cases total.

EXTENSION / NEW HIRE: Bryan Overstreet, Extension, reported that the new hire will begin on Monday, February 22.

ECONOMIC DEVELOPMENT ORGANIZATION / UPDATE: Kevin Kelly, Economic Development Organization, reported that the City of Rensselaer recently approved the tax abatement for National Gypsum. The company hasn't made a final decision on the project.

At this time, there was a short break.

ROADWORK / PRIORITY LIST: Mr. Haberlin suggested that the Commissioners put a list together prioritizing what they would like done as far as roadwork this summer. Mr. Culp stated that his first priority is to chip and seal.

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**February 8, 2016**

COUNTY-OWNED STRIP OF LAND / HURST: Attorney Beaver stated that a little over a year ago, Tracy Hurst had approached the Commissioners in regards to property that her daughter had purchased in the northern end of the county. The county had, by tax deed in 1941, taken part of the driveway. With her daughter purchasing two landlocked parcels behind the nearest road, Ms. Hurst wanted clarification as to what the county's plans were with the portion of this 20' wide strip of land. We followed the statutory process where we gave notice to all the adjacent property owners that they had the chance to purchase the property. No one actually ever submitted a bid including the people who brought this to our attention in the first place. Attorney Beaver has been informed since then that the daughter does wish to purchase this parcel of property. She wants to get a building permit and improve the driveway. Before the property can be sold, another notice will have to be sent. Ms. Horner expressed concern with the cost associated with the time, work, publications, and mailings that will once again need to take place. Mr. Culp asked if there was any type of compensation? Attorney Beaver explained that the notice gives the option for any of the people to submit an offer. Mr. Culp asked if there was a minimum bid? Attorney Beaver replied that there is not; although, we could include that the amount cover the county's cost. Mr. Culp suggested that since we have already had cost from the prior notice that we add the two together and have that as a minimum bid.

JASPER COUNTY CODE / UPDATE: Attorney Beaver reported that he is still making progress on the Jasper County Code. Proposals have been received from American Legal Publishing based out of Cincinnati and a second outfit based out of Seattle. The company in Seattle is the one who actually did the Rensselaer City Code. Attorney Beaver will be contacting the third company based out of Tallahassee to inquire as to their interest.

FROST LAW / UPDATE: In regards to the frost law, Attorney Beaver stated that he needs to speak with Judge Potter to coordinate what his expectations are in regards to the procedures for setting the hearings for any tickets that may be issued.

DEPARTMENT OF JUSTICE AUDIT: Attorney Beaver reported that the risk assessment would include an interview with the head of each department in regards to the processing that takes place within their office when it comes to the dealing with and reporting of any money as well as job responsibilities and division of duties. Once this is done, you try to identify the magnitude of risk and what type of risk it could be. We would also identify what the controls are and what is the level of risk that we have after there is a control in place. That sort of risk management process is what is then done to create a basic audit program. The next step would be to sit down with the staff in the Auditor's office and go through the chart of accounts for the county and determine which department has ownership of each account. Once I determine what the allocation of the accounts are, I can then use that to conduct the interviews with the department heads and ask them what their process is with each account.

DUMPSTERS / UPDATE: Mr. Haberlin stated that the Sheriff, Animal Control and Community Corrections all have dumpsters with the City of Rensselaer. The dumpster at the Highway Department, the dumpster located across from the Courthouse and the three that are located up north are with Republic Services. Mr. Haberlin expressed his concerns with switching the dumpsters located at the Highway and the Courthouse to the City services.

AIRPORT AUTHORITY BOARD / APPOINTMENTS: Mr. Maxwell made the motion to appoint Sean Yallaly and Kim DeWees to four (4) year terms on the Airport Authority Board. Mr. Culp seconded and the motion carried.

VACATION DAYS / REQUEST TO EXTEND: Bud Justice and Harry Carney, Maintenance, have requested permission to extend the remainder of their vacation time. Approval was given.

DEERPARK / TREE: Mary Scheurich, Director / Planning & Development, explained that an easement was granted; however, the road was never installed. Deerpark goes back into the early 1900s as far as being platted. Mr. Culp asked if the developer never installs the road, do we really have an easement over something that doesn't exist? After further discussion, Ms. Scheurich stated that she received several calls last week in regards to the tree which is leaning farther and farther each day. If the tree falls in the right direction, it will fall on their fence and pine tree and possibly their building. Mr. Culp asked who was paying taxes on this strip? Ms. Scheurich replied that she would say nobody. It used to be recommended that in all subdivisions that were platted that you left these strips of land for future development.

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**February 8, 2016**

DEERPARK / TREE CON'T: We are discovering that there are several of these out there that have buildings on them. It might be a good idea to take on a project to get some of those vacated. Mr. Culp asked if we could start that process? Ms. Scheurich replied that she believes that we could. Mr. Culp stated that he doesn't mind helping out with the tree; however, if it ends up that a branch falls on their fence, I don't want to be responsible for it. I am a little apprehensive about sending our county guys out to take that tree down. Ms. Scheurich also expressed concern in regards to what could happen to the yard way while trying to get back to the area. Attorney Beaver asked if we had record of the county actually having some sort of right of way on that little strip? Ms. Scheurich replied that if you refer to the plat it is going to say "unimproved". Attorney Beaver stated that he would have to do some research. I don't know that a county can force an adjacent landowner to take property. It's almost the exact opposite of eminent domain. Whereas the county does have the power to take property for public use; however, if it's returning it to a private use, the property itself has no value to anybody except an adjacent landowner who then may not want to increase their property tax bill by taking it on. The county owning the right of way may give the county the duty of maintaining the right of way regardless of the ownership. Attorney Beaver suggested that the county consider hiring a tree removal service that would then be responsible for their own work. Mr. Culp stated that if we pulled the tree off; I would just want them to sign a Hold Harmless. Ms. Scheurich asked what to do if the landowner says that they won't sign that? Mr. Culp replied that the tree would stay.

ANNUAL JAIL REPORT: Sheriff Risner distributed the Annual Jail Report to the Commissioners.

EXECUTIVE SESSION: An Executive Session with Financial Arts, Inc. was held at 10:30 a.m. for the purpose of receiving information in regards to the County's group health insurance.

**AFTER THE JASPER COUNTY DRAINAGE BOARD MEETING:**

ANIMAL CONTROL COPIER CON'T: In regards to the previous discussion, a quote was obtained by Bill Batley, IT, to lease a copy machine for Animal Control. The cost will be \$46.76 per month. There is no money budgeted within the Animal Control budget; therefore, the cost will be paid from the IT budget. Mr. Maxwell made the motion to approve. Mr. Culp seconded and the motion carried.

CELL PHONE REQUEST / PROSECUTOR: Christine Haskell, Prosecutor, has requested a cell phone for the part-time Investigator. The expense of the cell phone would be paid out of their budget. Mr. Maxwell made the motion to deny the request. Mr. Culp seconded and the motion carried.

There being no further business, Mr. Maxwell made the motion to adjourn. Mr. Culp seconded and the motion carried.

**JASPER COUNTY BOARD OF COMMISSIONERS:**

---

Kendell Culp, President

---

James A. Walstra, Vice President

---

Richard E. Maxwell, Member

ATTEST:

---

Kimberly K. Grow, Auditor of Jasper County

\* \* \* \* \*